

**PERSONNEL AND LABOR RELATIONS COMMITTEE**

**October 30, 2019**

**1st Floor Conference Room**

**7:00 p.m.**

**Members Present**

Art Carter  
Herb Hanson  
Kristi Leonard  
Ray Francois  
Jerry Guth  
Erica Roth  
Richard Thoman

**Members Absent**

**Others Present**

Mike Doyle  
Brian Bucholtz  
Jeff Skatrud  
Dan Williams  
Clint Langreck  
Andrea Sweeney  
RoAnn Warden  
Craig Nolen

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The meeting was called to order by Chair Carter.

**Motion by Roth, seconded by Francois to approve the minutes of the September 25, meeting. Motion carried.**

The committee discussed the District Attorney's request for a .4 FTE position. No action taken.

The committee discussed the Sheriff's department lieutenant positions, *see Exhibit 1*. **Motion by Thoman, seconded by Leonard to increase the three lieutenant positions from Grade 20 to Grade 22 (Payroll Group 7). The three positions will be placed on the salary schedule per their years of service, effective January 1, 2020. Motion by Hanson, seconded by Guth to postpone to the November Personnel meeting. Motion carried.**

The committee discussed the Public Health department request, *see Exhibit 2*. **Motion by Hanson, seconded by Thoman to approve the request to convert a public health nurse position to a public health educator position, effective January 1, 2020. Motion carried.**

The committee discussed recruitment and overlap in the finance department. **Motion by Guth, seconded by Roth to approve hiring the accountant position at a Grade 16 up to a Step 4, Payroll Group 9. Motion carried.**

**Motion by Thoman, seconded by Leonard to approve the two travel requests from the Coroner's office.**

**Motion by Hanson, seconded by Thoman to adjourn. Motion carried.**